



**Atlantic County Improvement Authority**

600 Aviation Research Boulevard · Egg Harbor Township, NJ 08234

Phone: 609-343-2390 Fax: 609-343-2188

Timothy D. Edmunds, P.E.  
Executive Director

**MINUTES OF THE BOARD MEETING**

**Thursday, May 9, 2024**

**THE ATLANTIC COUNTY IMPROVEMENT AUTHORITY  
600 Aviation Research Blvd  
Egg Harbor Township, NJ 08234**

In accordance with the provisions of the Open Public Meetings Act (N.J.S.A. 10:4-10), the Regular Board Meeting of the Atlantic County Improvement Authority Board of Commissioners was called to order by Chairperson Roy Foster, at 4:07 p.m. The Board of Commissioners held their public meetings as designated below both in-person and via Zoom conference on May 9, 2024, at the “Thunder Room” located on the first floor of Building 3, National Aerospace Research & Technology Park, 600 Aviation Research Boulevard, Egg Harbor Township, New Jersey.

*Zoom Meeting Time: May 9, 2024, 04:00 PM Eastern Time (US and Canada)*

*Join Zoom Meeting at the following link:*

<https://zoom.us/j/91727994178?pwd=eitmRGhleVFWVUVRYXIUWkYyTtM1Zz09>

**Meeting ID:** 917 2799 4178

**Passcode:** 175380

*Or Dial by your location +1 929 205 6099 US (New York)*

**COMMISSIONERS PARTICIPATING IN THE MEETING**

Roy Foster, Chairperson; Robert J. Tarby, Sr, Vice Chairperson; Edwin G. Blake, Secretary; Joseph J. Giraldo, Treasurer; and Rev. Milton Hendricks, Assistant Secretary.

Don Guardian, Commissioner; Robert Gross, Commissioner; and India Still, Commissioner were unable to attend.

**STAFF PARTICIPATING IN THE MEETING**

Timothy D. Edmunds, Executive Director; Jessica Wheeley, Comptroller; Edward Perkins, Director of Projects; Robert McGuigan, Director of Community Development; and Jessica Parada, Financial Specialist.

**OTHERS IN ATTENDANCE**

Randolph C. Lafferty, Esquire, Cooper Levenson and Bonnie Lindaw, Atlantic County Treasurer.

**I. OPENING STATEMENT AND ROLL CALL**

Mr. Foster read the Notice of Public Meeting and the roll was called.

## II. MINUTES

### A. Minutes of the April 11<sup>th</sup>, 2024, Board Meeting Attachment #1

The Board was asked to approve the Minutes of the April 11, 2024, Regular Board Meeting as presented or as corrected.

A motion was made by Mr. Blake and seconded by Rev. Hendricks to approve the Minutes of the April 11, 2024, Regular Board Meeting. By a roll-call vote of 4-0-1, the Minutes were approved.

## III. FINANCIAL REPORT

### A. Financial Report from March 2024 Attachment #2

The Board was presented a preliminary Financial Report of March 2024 and was requested to approve by resolution, the expenditures contained therein.

A motion was made by Rev. Hendricks and seconded by Mr. Giraldo to approve the expenditures contained therein. By a roll-call vote of 5-0-0, the Board agreed to approve the resolution.

## IV. EXECUTIVE DIRECTOR'S REPORT

There were no contract awarded under the public bidding threshold of \$17,500.

## V. ADMINISTRATIVE

### A. In-house Counsel Attachment #3

The Board was asked to approve the hiring of Randy Lafferty as in-house counsel to the Authority.

A motion was made by Mr. Giraldo and seconded by Rev. Hendricks to approve the resolution. By a roll-call vote of 5-0-0, the Board agreed to approve the resolution.

## VI. PROJECT MANAGEMENT

### A. Cape May County Tech Hangers 2 Attachment #4

The Board was asked to authorize the Executive Director to approve an Additional Services Request (ASR) submitted by Stokes Architecture in the amount of \$8,800.00 for additional Construction Administrative services from their Mechanical Electrical Plumbing (MEP) subconsultant Polaris Consulting Engineers.

A motion was made by Mr. Tarby and seconded by Mr. Blake to approve the resolution. By a roll-call vote of 5-0-0, the Board agreed to approve the resolution.

### B. Cape May County Tech Hangers Contingency Attachment #5

The Board was asked to authorize the use of a contingency fund to be established by Cape May County for the purposes of accommodating change orders as needed for the construction of Building 2 of the Hangers at Tech Village at Cape May Airport upon approval of individual change orders by Cape May County and the Authority's Director of Project without further Authority Board Action.

A motion was made by Mr. Tarby and seconded by Mr. Giraldo to approve the resolution. By a roll-call vote of 5-0-0, the Board agreed to approve the resolution.

**C. Atlantic County Mays Landing Library HVAC Upgrades**

**Attachment #6**

The Board was asked to authorize the Executive Director to execute a Shared Services Agreement with Atlantic County for Project Management services for HVAC improvements at the Mays Landing Library.

A motion was made by Mr. Giraldo and seconded by Mr. Tarby to approve the resolution. By a roll-call vote of 5-0-0, the Board agreed to approve the resolution.

**D. LFB Application- Mullica Township Police Station**

**Attachment #7**

The Board was asked to adopt a resolution authorizing application to the Local Finance Board for its review pursuant to N.J.S.A. 40A:5A-6 of a bond resolution authorizing the issuance of bonds, and any notes issued in anticipation thereof, the proceeds of which will be used by the Authority to finance the construction of a new police department building and renovations to the municipal complex in the Township of Mullica.

A motion was made by Mr. Giraldo and seconded by Mr. Tarby to approve the resolution. By a roll-call vote of 5-0-0, the Board agreed to approve the resolution.

**VII. EXECUTIVE SESSION**

**VIII. OTHER BUSINESS**

**IX. OPEN SESSION**

**XII. ADJOURNMENT** - A motion was made by Mr. Giraldo and seconded by Mr. Tarby, to adjourn the meeting. By a unanimous vote, the meeting adjourned at 4:27 p.m.

Respectfully,



Edwin G. Blake  
Secretary

# MEMORANDUM

Date: May 10, 2024

To: Timothy D. Edmunds, Executive Director  
Atlantic County Improvement Authority

From: Honorable Dennis Levinson  
Atlantic County Executive

Re: Minutes of the Regular Board Meeting of the May 9, 2024.

I. The Minutes of the above-referenced meeting were submitted pursuant to N.J.S.A. 40:41A-37 et seq., on May 9, 2024.

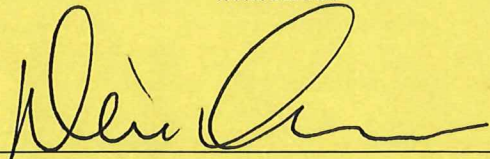
- (a)  by the end of the fifth business day following the meeting.
- (b)  as soon as practicable following the meeting where emergency action has been taken.
- (c)  beyond the statutory period for submission.


II. I hereby return the Minutes of the above referenced meeting to the Authority and to the Board of Freeholders, on the date set forth above, which is:

- (a)  within ten days of delivery.
- (b)  within twenty-four (24) hours of delivery where the action taken at the meeting was deemed by the Authority to be in response to an emergency situation.

III. The following action is taken on the Minutes:

- (a)  Approved in all respects.
- (b)  Vetoed in all respects. A written explanation of the reasons for the veto is attached.
- (c)  Approved in part and vetoed in part. The specific items which are vetoed and a written explanation of the reasons for the veto or vetoes is attached.

  
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Dennis Levinson  
Atlantic County Executive

  
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N. Lynne Hughes  
Deputy County Counsel

cc: Jim Ferguson, Atlantic County Counsel

ATTACHMENTS:  Minutes  
 Veto Message